

The DCAT Governance Committee met at 4pm on 8 September 2003 in the town administrator's office.

Members present:

Erika Mantz
Paul Gasowski
Peter Brown
Katherine Paine
Frank Windsor

Others present:

George Katchadorian (member in waiting)
Kathy Kentner (member in waiting)
Tom Merrick

The 4 August 2003 meeting minutes were read. Copyright concerns were once again discussed and the general consensus was that any copyright issues would be the responsibility of the producer. It was recommended that the DCAT budget request for the next fiscal year be accompanied by a list of accomplishments thus far.

Video training sessions are tentatively scheduled for October 2, 7, 9, 14 and November 6, 13, 18, 20, from 3:30pm to 5:30pm. An evening session may be added at a future time. Various methods for getting the word out about this training were discussed, including the use of the town web site, flyers, Channel 22 and word of mouth.

Program scheduling was discussed. The schedule on the website needs to be updated. It should be in a more user friendly format. Government programs being aired should have information for the viewer showing what meeting they are seeing, i.e. subtitles, icons. It was suggested that the schedule for government programs be juggled to allow room for more public/educational programs. It was recommended that DCAT air reruns, programs from other stations or anything else of a suitable nature in order to strengthen the public/education side of DCAT.

Tom Merrick provided a viewer's input. Background music, updated schedules, better fonts/backgrounds for stills, and local history programs were suggested.

A brief discussion began about operating guidelines and areas of responsibility as they pertain to the town and school district. A distinction should be made between DCAT, the DCAT governance committee and the DCAT coordinator.

It was decided to adjourn for time constraints. The next meeting will be dedicated to writing/editing/reviewing policy documents.

The next meeting will be 6 October 2003 at 4pm at the town building.

Respectfully submitted,

Peter A. Brown